

**Working Group on IPEX website improvement, 27.06.2014 – 29.06.2015  
FINAL REPORT**

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**Appendixes attached to this report as separate documents**

- 1) *WG\_improv.\_agenda\_TABLE\_25.09.14*
- 2) *PPP\_1\_WG\_29.06.15\_conclusions*
- 3) *PPP\_2\_Search in IPEX\_WG\_29.06.15\_outcome*
- 4) *ROs\_search\_multi-COM\_25.11.14*
- 5) *IPEX Glossary\_EN\_final\_29.06.15*
- 6) *IPEX Glossary\_FR\_final\_29.06.15*

**The Working Group on IPEX website improvement, presenting hereby an account of its activity, submits to the Board the conclusions of its 3rd meeting divided in:**

- **chapter II containing proposed solutions – for decision,**
- **chapter III containing – due to the lack of time to finish the work – issues left for consideration of the Board with suggestion they should be discussed at the Board level or included in the mandate of the next working group.**

**Chapter IV of this report contains the final summary.**

**Conclusions of the 2nd meeting of the WG adopted by the IPEX Board on 14 November 2014 are included in Annex no. 1**

## **I. BASIC INFORMATION**

### **Establishment and membership**

The WG was established on **27 June 2014 in Vilnius** with **no deadline** to finish the work, and the Chair was asked to present on 29 June 2015 the final report of the WG activity.

The Working Group consisted of 7 members:

- Mongin FORREST (Danish Parliament)
- Gerard HILBERT (European Parliament)
- Calin RACOTI (IPEX Information Officer)
- Loreta RAULINAITYTE/ Matas MALDEIKIS (Lithuanian Seimas)
- Katharina STOURZH (Austrian Parliament)
- Tania TENNINA (Parliament of Luxembourg)
- Regina WAŚOWICZ (Polish Sejm) - Chair

### **Agenda**

The WG undertook the first holistic review of the IPEX website 2.0 since its launch. **Agenda** consisted of **the CS proposals** (draft minutes of 26.06.14) **and different proposals from the members of the Board** with no restrictions as to its content.

All members of the Board were encouraged to participate in the 1st WG meeting in Vilnius and to submit proposals for improvement. There was no initial selection of proposals but only an arrangement along the topics. The first idea behind this was to establish a final list of proposals to the Board in the order of their importance/usefulness and with the assessment of costs. Since the Board wanted to be informed about the current state of affairs, the WG submitted the first part of conclusions – without an overall classification – on 14.11.14 in Brussels.

The agenda of the WG is attached to this report as **WG\_improv.\_agenda\_TABLE\_25.09.14**

### **Meetings**

The WG held **3 meetings**;

- 1st - on 9 October 2014 in Vilnius
- 2nd - on 13 November 2014 in Brussels

- 3rd - on 29 June 2015 in Luxembourg

The WG held also a virtual debate by mail, and agreed some points by written procedure for the 2nd and for the 3rd meeting.

### General issues in the WG debates

**Role of IPEX** was a topic underlying the WG work. A fundamental question was put by one of the WG member before the first meeting - how to understand “improving IPEX website”: “**news tube for the NPs**” or “**more or less subsidiarity check coordination website**”? Since we didn’t have the mandate to discuss the IPEX website concept in general and from scratch, the Guidelines and Speakers Conclusions was taken as an instruction in the WG work. It was indicated that in practice **finally it is the Board who decides**.

After the Users Conference in Copenhagen on 26 January 2015, a **proposal** to discuss **digital strategy for IPEX** with a view to take into consideration results of the Users Conference was suggested by one member of the WG. The WG didn’t have a mandate to prepare a digital strategy for IPEX (which has a broader scope than website improvements), and the idea of the WG meeting combining its agenda with debate on digital strategy, supported by some members, ended with no results. The issue of digital strategy, dropped at this point, was no longer taken into account by the WG.

**So the WG finally proposes on the one hand some measures to improve and widen the content and way of presentation of the website and on the other hand reveals some relevant technical issues**

## II. **CONCLUSIONS of the 3rd MEETING of the WG, LUXEMBOURG, 29.06.2015, SUBMITTED to the BOARD for DECISION**

1. **Change of link to EUR-Lex on the document page – proposal to link to a higher level in EUR-Lex and to change the name of the link into “EUR-Lex: information and text (all languages)”** (PPP no. 1, sl. 2)

*In the IPEX record of EU document the texts of EU documents in all languages are available in 2 ways: as files stored in IPEX database and as links to those texts in EurLex. Therefore the proposal: instead of linking only to the text of document in PDF file in EurLex – **linking to the higher level in EurLex** which will allow for an immediate access to complete information about the document (metadata, procedure etc.) **AND** the text of document in all languages.*

proposed name : **EUR-Lex: information and text (all languages)**

COST 200 euro

The screenshot shows the EUR-Lex website interface. At the top, there is a search bar and navigation tabs: Home, Official journal, All law and related documents, National law, Legislative procedures, and More. Below the search bar, there is a document entry for COM(2014)0557. The document title is "Proposal for a REGULATION OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL amending Regulation (EC) No 726/2004 laying down Community procedures for the authorisation and supervision of medicinal products for human and veterinary use and establishing a European Medicines Agency". The document is classified under "Health" and "Pharmaceutical legislation". The sidebar on the left contains a section titled "Source information" with a link to "EUR-Lex" and a list of language options (EN, FR, BG, CS, HR, DA, DE, EL, ES, ET, FI, GA, HU, IT, LT, LV, MT, NL, PL, PT, RO, SK, SL, SV). A red arrow points from the "EUR-Lex" link in the sidebar to the "Title and reference" section of the document page.

## 2. Revision of the links collection on NP & EP page and on the Home page, with cross-linkage (PPP no. 1, sl. 4-7)

See the proposal in the *Annex no. 2* (p. 12 below)

*The links collection is completely revised, updated and structured in a more coherent way: new sections/ titles of sections are introduced (marked in yellow), IPEX general editorial rules are applied, with a correlation between links on this page and on the Home page.*

- 1) Names of links according to names of the websites and databases hidden under the link, sometimes, where the need arises, with explanation after a dash or in brackets (explanation intended to be published on the website) – explanation is not a part of the link
- 2) Active links only when there is a change in comparison to current status (sl. 3)

*One comment to the list on the Home page* – the list of “Useful links” (name to be changed) should be a shortened version of the unique, agreed list.

### EU legislative databases

- [EUR-Lex: Access to European Union law](#)
- [Legislative Observatory](#) (European Parliament)
- [European Parliament / Register of Documents – reasoned opinions](#)
- [National Parliament opinions and Commission replies](#) (EC database)
- [Public register of Council documents](#)
- [Official documents](#)
- N-Lex: A common gateway to national law

### Interparliamentary cooperation

- Parliamentary dimension of the Presidency of the EU Council
- COSAC: Conference of Parliamentary Committees for Union Affairs of Parliaments of the European Union
- [EP Relations with National Parliaments / EP Relations with National Parliaments - the EP VII term, site archived in September 2014](#)
- [Committee of the Regions - Subsidiarity Network](#)
- [PACE: Parliamentary Assembly of the Council of Europe](#)
- IPU: [Inter-Parliamentary Union](#)
- [OSCE PA - Organization for Security and Co-operation in Europe Parliamentary Assembly](#)
- [NATO Parliamentary Assembly](#)
- ECPRD: European Centre for Parliamentary Research and Documentation
- ASGP: Association of Secretaries General of Parliaments

### EU institutions

- [European Parliament](#)
- European Council
- Council of the European Union
- [European Commission](#)
- Court of Justice of the European Union
- European Central Bank
- European Court of Auditors

### EU bodies and selected agencies

- [European Economic and Social Committee](#)
- [Committee of the Regions](#)
- [European Investment Bank](#)
- [European Data Protection Supervisor](#)
- [European Ombudsman](#)
- [EUROJUST](#)
- [EUROPOL](#)

### Other European institutions

- [Council of Europe](#)
- [European Court of Human Rights](#)

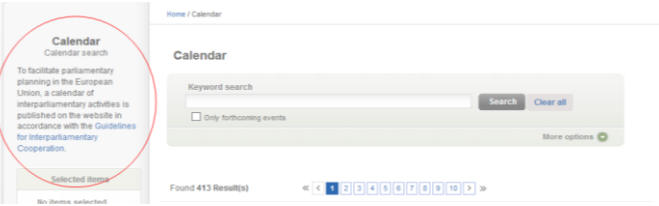
### 3. Calendar

#### 3.1. Change of the introduction to the Calendar (PPP no. 1, sl. 8)

*In order to underline practical side of the Calendar - to include in the introduction in the left menu the following text: “This Calendar is published in accordance with the Guidelines for Inter-parliamentary Cooperation in the EU. Each position contains, if available, agenda and documents of the meeting. The search by keyword concerns full texts of the documents.”*

*The text proposed below should replace the current one.*

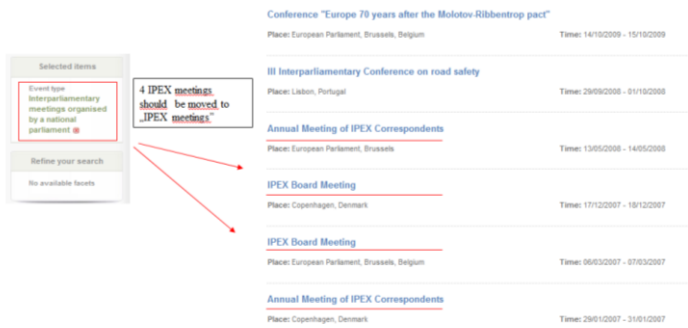
**“Calendar**  
Calendar search  
This Calendar is published in accordance with the Guidelines for Inter-parliamentary Cooperation in the EU. Each position contains, if available, agenda and documents of the meeting. The search by keyword concerns full texts of the documents.”



#### 3.2. Gathering all IPEX meetings published in the Calendar in the event type “IPEX meetings” (PPP no. 1, sl. 9)

*All IPEX meetings should be published in the event type „IPEX meetings”: therefore, 4 IPEX meetings should be moved from Event type “meetings organized by a national parliament” to „IPEX meetings”*

**All IPEX meetings should be published in the event type „IPEX meetings”**

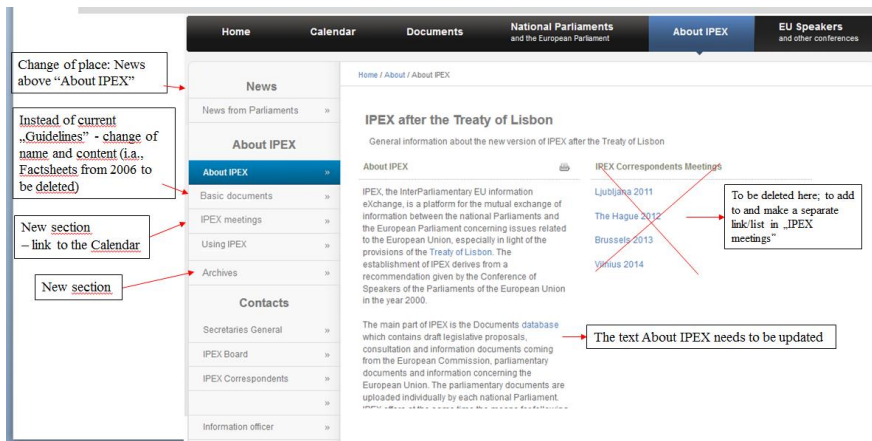


Event Title	Place	Time
Conference “Europe 70 years after the Molotov-Ribbentrop pact”	Place: European Parliament, Brussels, Belgium	Time: 14/10/2009 - 15/10/2009
III Interparliamentary Conference on road safety	Place: Lisbon, Portugal	Time: 29/09/2008 - 01/10/2008
Annual Meeting of IPEX Correspondents	Place: European Parliament, Brussels	Time: 13/05/2008 - 14/05/2008
IPEX Board Meeting	Place: Copenhagen, Denmark	Time: 17/12/2007 - 18/12/2007
IPEX Board Meeting	Place: European Parliament, Brussels, Belgium	Time: 06/03/2007 - 07/03/2007
Annual Meeting of IPEX Correspondents	Place: Copenhagen, Denmark	Time: 29/01/2007 - 31/01/2007

### 4. Changes in About IPEX section – the changes concern: News, Basic documents, IPEX meetings, Using IPEX, Archives, (PPP no. 1, sl. 10-13)

#### 4.1. Section News (PPP no. 1, sl. 10)

- To move “News” from the section About IPEX and put it as an **independent section** above the „About IPEX” (News is not about IPEX); title of section – **“News”**, title of subsection – **“News from Parliaments”** (change of name) which will be the title of the link



- b) to introduce the same term everywhere – including in News Guidelines (***News from Parliaments Guidelines/Guidelines for News from Parliaments***)

**4.2. Subsection Guidelines – to change the name into Basic documents (PPP no. 1, sl. 11), and to publish there:**

- a) links to the Treaties: TEU and TFEU (in EUR-Lex)
- b) links to basic documents: IPEX Guidelines, Rome 2015, Guidelines for inter-parliamentary cooperation, Lisbon 2008, The Stockholm Guidelines for the Conference of Speakers of the EU Parliaments, 2010, Guidelines for News from Parliaments [no date]

and

**to remove from this section 2 IPEX factsheets of 2006 (factsheets are not documents, these two are also obsolete)**

**Basic documents**

The Treaties

- [Treaty on European Union](#)
- [Treaty on the Functioning of the European Union](#)

Guidelines

- [IPEX Guidelines](#)
- [Guidelines for inter-parliamentary cooperation](#)
- [The Stockholm Guidelines for the Conference of Speakers](#)

IPEX Archives (*previous versions of the IPEX Guidelines*)

Links to the texts in OJ!

**4.3. New subsection: IPEX meetings** – to add below Basic documents. New subsection should contain link to the IPEX meetings in the Calendar (PPP no. 1, sl. 10)

**4.4. Modification of the structure of the subsection Using IPEX** (PPP no. 1, sl. 12)

All documents currently in Using IPEX should **be divided into 2 parts:**

- **IPEX for general public (users)** – this part would be published under the current title “Using IPEX”
- **IPEX for Correspondents** – this subsection would appear in the left menu below “Using IPEX” only to the logged in users: Correspondents, Board members (or others, if the Board so decides).

This solution answers to the request of hiding the technical information intended for Correspondents.

Using IPEX - all current documents from Using IPEX plus News [from [Parliaments](#)] Guidelines  
*IPEX is for everyone!* – **to be deleted!**

Using IPEX – section available for general public

- [Manual for users](#) – to be included
- [How to use Accounts](#)
- [How to use Forums](#)
- [How to use Search in IPEX](#)
- [IPEX Symbols](#)

IPEX for Correspondents – section available for logged in users

- [Manual IPEX 2.0](#)
- [How to upload Reasoned Opinions](#)
- [How to upload Political Dialogue files](#)
- [News from Parliaments Guidelines](#)

To add the document and introduce a new title

**4.5. New subsection: Archives** – to add below “Using IPEX”. New subsection would contain previous versions of the IPEX Guidelines (PPP no. 1, sl. 10)

**4.6. Need of updating text „About IPEX”** in the light of IPEX Guidelines – the WG doesn’t propose any text at this stage.

*Exemplification of the need for a change:*

- general goal of IPEX as published **today**: “a platform for the mutual exchange of information between NPs and the EP, especially in the light of the Treaty of Lisbon”

the Preamble of the current IPEX Guidelines defines the goal as follows: „a platform for the electronic exchange of EU-related information between Parliaments in the Union”.

- necessity to update the conferences hosted

**5. Updating section EP documents – Protocol 1 and 2** on „Documents” page in relation to the title and to the content of this section (PPP no. 1, sl. 13)

Current title “EP documents – Protocol 1 and 2” doesn’t reflect exactly the content after a link to the EP Register (with reasoned opinions) was added, so it needs updating.

**New name proposed: “Protocols 1 and 2 documents”**

An updated section would include – in addition to the current links to the EP’s “Monthly state of play of all ROs and contributions” and “EP Register” – **a new point: “EC database” with link to “National Parliament opinions and Commission replies”** and appropriate short **introduction of one or two sentences** which should be prepared.

Proposal for a changed subsection

Documents  
Dynamic databases

- Legislative database
- Protocol 1 and 2 documents
- EP Database

Home / EP Documents - Protocol 1 and 2

### EP Database

The European Parliament translates all reasoned opinions into the official EU languages. You can find all reasoned opinions sent to the EP since July 2014 and their translations in the EP's Public Register of Documents.

The EP's Directorate for Relations with National Parliaments also publishes a monthly state of play and an annual statistical overview of all reasoned opinions and contributions from national Parliament on its website.

Links

Monthly state of play of all reasoned opinions and contributions [↗](#)

EP's Register of Documents [↗](#)

### EC Database

Text - to be agreed

Links

National Parliament opinions and Commission replies [↗](#)

Agreement on changing the title into:  
**Protocols 1 and 2 documents**  
**EP database** (the content as today)  
**EC database** - with introductory text  
and link to  
[National Parliament opinions and Commission replies](#)

## 6. Removing the search term “adopted legislation”

Since the result of search doesn't reflect the category of adopted legislation, and IPEX is not designed to follow this issue (we have EUR-Lex) - a proposal to remove this category from the search form.

*The search by “adopted legislation” results in almost all documents in the database, including legislative proposals (for ex. COM 2015/0177), working papers, communications and others (69 335 as of 24 July 2015) but not in all of them (69 378 as of 24 July 2015)*

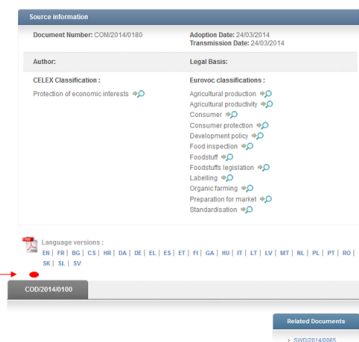
## 7. Adding link to the EP Register (ROs) on the document page (PPP no. 1, sl. 14)

Proposal of the EP to introduce on the document page an automatic link to the EP register with search results displaying all ROs concerning a given COM document. Link will be active when the translation is available.

A proposed title of the link: **EP Register of Documents – ROs translation**

- on the document page - automatic link to the EP Register - the search results displaying all ROs concerning a given COM document
- link active when translation available
- title of the link: [EP Register of Documents – ROs translations](#) (by the EP)

Cost – 1000 euro, 27.10.14



## 8. Removing double dossiers with ROs (PPP no. 2, sl. 15–19)

Proposal for removing 7 double dossiers (resulting from the transfer of data from the old database in 2011) containing reasoned opinions, for ex. at the Correspondents meeting (a workshop for 4 Parliaments/Chambers)

**The action needed:**

- a) transferring of ROs from dossiers with COM number to the dossiers with procedure number by Correspondents of **4 Chambers/Parliaments**: Finnish Parliament (1 dossier: **COM(2011) 370 → COD(2011) 172**), Italian Chamber (2 dossiers: **COM(2011) 215 → COD(2011) 93**) and **COM(2011) 216 → CNS(2011) 94**), Italian Senate (1 dossier: **COM(2011) 126 → CNS(2011) 59**), UK House of Commons (1 dossier: **COM(2011) 121 → CNS(2011) 58**)
- b) removing of all 7 double dossiers from the database (with beneficial effect for statistics)

## 9. Adoption of IPEX general editorial rules for internal use

*Proposal with regard to harmonize the terminology and user-friendliness of the IPEX platform. Especially important for a website of 41 chambers/parliaments, conducted in 24 languages, with direct input from EU institutions, which cooperation part is very complicated from the editorial point of view (long, changing names, different spelling of the same terms).*



**IPEX general editorial rules - in order to harmonize the terminology and user-friendliness of the IPEX platform** (taking into consideration rather complex nature of interparl. cooperation):

- a) Names of organizations – according to guidelines and rules of procedure
- b) The title on the website conform to the document in PDF (especially important for guidelines and rules of procedure)
- c) Names in titles/subtitles of the webpage - without articles in English (in the first place)
- d) Final document adopted by the appropriate organisation without „draft” in the title.
- e) The document such as guidelines or rules of procedure should include **in the title of link the place and the date of adoption**; the template of information:  
**title of document – place of adoption – date of adoption: DD/MM/YY**

***The information concerning 3 IPC hosted on IPEX should be reviewed according to the above rules, and should be published in conformity with a common template.***

#### **10. IPEX Glossary – text ready for publication**

After approval by the Board in November 2014 the Glossary has been finalised at the third WG meeting, after the names of parliaments/chambers were checked by the Correspondents (26 replies) and the general part reviewed by the Board. The text for publication is attached to this report as:

*IPEX Glossary\_EN\_final\_29.06.15* and

*IPEX Glossary\_FR\_final\_29.06.15*

Further development is left for consideration of the Board (see Chapter III)

### ***III. CONCLUSIONS of the 3rd MEETING of the WG, LUXEMBOURG, 29.06.2015 – ISSUES LEFT for CONSIDERATION of the BOARD (and possibly for a new WG to be set up)***

#### **1. IPEX Glossary – additional issues**

**1.1. Maintenance of the IPEX Glossary – priority** issue (Information Officer was asked to constantly update the Glossary, but there was no reflection on how to ensure a regular input from the Correspondents);

**1.2. QUESTION** to the Board about adding later on names of parliamentary committees involved in the Conference on Stability Economic Coordination and Governance in the EU? - **not a recommendation but an issue submitted to the Board for discussion**

**1.3. Names of parliaments – to introduce short forms of Parliaments names** - as presented in the Glossary - **into IPEX search form in English and French versions.**

Since not all parliaments presented or approved short forms of their names in reply to request sent by the Chair of the WG – there is a suggestion to the Board to submit to the Secretaries General a proposal about **introducing short forms of parliaments/chambers names including country name** – for the sake of consistency – to be used on IPEX website

**2. 2 IPC subpages (CFSP/CSDP and SECG) - suggestion** to discuss a further development **of the 2 IPC subpages by adding lists with contact details** for these conferences (names of politicians plus names of the staff and their contacts as eg mail addresses, phones – COSAC website might be an example – template to be established)




### 3. Search in IPEX

#### 3.1. Search in IPEX – identification of difficulties and the remedies – (PPP no. 2, sl. 2-9).

The WG identified the lack of detailed information on the website about the search terms and rules as a source of possible misunderstandings over the search results: search by RO and a ref. year, by “subject to deadline” or when the result is a sum of 2 or 3 different categories.

**The WG decided it would be beneficial to introduce the appropriate explanation of the rules and terms of advanced search and of filtering** in order to explain to users what results they get.

**At the 3rd meeting, in Luxembourg, the WG adopted definitions of 3 search terms used currently in the database - 3 “search types” in IPEX** in the left menu:

*document* - , *dossier* - , *scrutiny page* -  – (proposal for definitions – see Annex no. 3 below, p. 14)

The WG didn't have time to discuss prepared **8 definitions** of terms from the main search form (PPP no. 2, sl. 8); **it was agreed** that the proposed definitions are **a good starting point for debate** (see Annex no. 3).

#### 3.2. Search in IPEX - alternate proposal as a remedy for difficulties of search by RO and by “subject to deadline” in multi-COM dossiers – (PPP no. 2, sl. 10-14)

The alternate proposal consists in splitting multi-COM *dossiers* along legislative proposals in order to have **alternate dossiers** containing **unique legislative proposal each** (initial or amended) as well as possible accompanying documents. Detailed description of the proposal, 2 ways of its implementation and results for the database as well as definitions of search terms are on PPP no. 2.

The WG didn't have time to discuss the **alternate proposal**.

### 4. Archives of basic documents of IPC hosted on IPEX (rules of procedure, guidelines)

The topic of archives of IPC basic documents was signalled: since there is no publication organ of IPC rules or guidelines, where the old versions could always be found, therefore a subpage or document widget could be created with previous versions of the basic documents of the IPC hosted on IPEX (the current versions are published on subpages of the conferences).

To introduce archives for IPC hosted on IPEX which would include previous versions of basic documents – a proposal for consideration of the Board

### 5. Any other issue

#### 1. Date of “New procedure subject to deadline” – no proposals on how to solve this issue

“There was agreement that the deadline dates in the section on new procedures were misleading and that there should be a uniform logic behind the indication of these dates.”

#### 2. Hosting on IPEX all websites of the EU Council Presidency parliamentary dimensions (links) – proposal considered by the Board, technical issues should be resolved – see Annex no. 4, p. 14

#### 3. Issue of translation - attention should be paid to the issue of translation during the implementation of the improvement of the IPEX website.

#### **IV. FINAL SUMMARY**

**Items adopted by the Board on 14 November 2014**, upon the submission of the WG after its second meeting on 13 November 2014, and implemented already, with the exception of the IPEX Glossary, are included in **Annex no. 1 to this report**.

#### Chapter II

**CONCLUSIONS of the 3rd WG MEETING on 29.06.2015, enumerated in CHAPTER II points 1 – 10 of this report, are SUBMITTED HEREBY to the BOARD for DECISION:**

1. **Change of link to EUR-Lex** on the document page, p. 3,
2. **Revision of the links collection on NP&EP section and on the Home page, with cross-linkage** (Annex no. 2)
  - 3.1. **Change of introduction to the Calendar** – text proposed on p. 5
  - 3.2. **Gathering all IPEX meetings in one event type** – “IPEX meetings”, p. 5,
4. **Changes in About IPEX section**
  - 4.1. **Section News** – change of place and adding new title of link “**News from Parliaments**”, p. 5,
  - 4.2. Subsection **Guidelines** – change of name **into Basic documents, and** publication of appropriate documents, p. 6
  - 4.3. **New subsection: IPEX meetings** – to be added below Basic documents with link to the Calendar, p. 6,
  - 4.4. **Modification of the structure** of the subsection **Using IPEX**, p. 6
  - 4.5. **New subsection: Archives** – to be added below Using IPEX – for previous versions of the IPEX Guidelines,
  - 4.6. **Need of updating the text “About IPEX”**, p. 7
5. **Updating section EP documents – Protocol 1 and 2** on „Documents” page, p. 7,
6. **Removing** the search term “**adopted legislation**”, p. 8,
7. **Adding link to the EP Register** with translation of the RO, when appropriate, on the document page of IPEX, p. 8,
8. **Removing double dossiers with ROs**, p. 8,
9. **Adoption of IPEX general editorial rules** for internal use, p. 8,
10. **Publishing IPEX Glossary** – text ready for publication, after a check by Correspondents and IPEX Board, p. 9.

#### Chapter III

**CONCLUSIONS of the 3rd WG MEETING on 29.06.2015, contained in CHAPTER III points 1 – 5 of this report, are** – due to the lack of time to finish the work – **SUBMITTED HEREBY for CONSIDERATION of the BOARD** with suggestion they should be discussed at the Board level or included in the mandate of the next working group:

1. **IPEX Glossary** – additional issues, p. 9,
2. **2 IPC (CFSP/CSDP and SECG) subpages** – suggestion to discuss further development, p. 9,

3. **Search in IPEX** – the WG is of the opinion that this topic should be finished by the next working group (the complete material is included in the *PPP\_2\_Search in IPEX\_WG\_29.06.15\_outcome* attached to this report), p. 10,
4. **Archives of basic documents of IPC hosted on IPEX** – for consideration of the Board, p. 10,
5. **Any other issue**, p. 10.

## ANNEXES

### Annex no. 1

**CONCLUSIONS of the 2nd MEETING of the WG, BRUSSELS, 13.11.2014**  
**ADOPTED by the BOARD on 14.11.2014**

**First 7 conclusions of the WG adopted by the Board on 14 November 2014** (Board Conclusions, 14.11.14, point 9, p. 6,7) **and their implementation**

1. **“SUBSIDIARITY CONCERN”** (term in the left menu filter, connected to arrows symbol withdrawn in July 2012): to remove this category from the list of “Refine your search” - **DONE**
2. **CALENDAR:** to add 2 new interparliamentary conferences hosted on IPEX: CFSP/CSDP and *Economic and Financial Governance* to the “Event type” variables of the Calendar - **DONE**
3. **EU COUNCIL DOCUMENTS IN IPEX:** the WG doesn’t propose to change the current status concerning the Council documents in IPEX database
4. **LIST OF THE BOARD MEMBERS:** to put on the top of the list (including all names) the quotation from the Guidelines about the categories of the IPEX Board participants and to clearly separate members from contributors (2 lists) – **DONE**
5. **BASIC DOCUMENTS ON THE INTERPARLIAMENTARY CONFERENCES SUBPAGES:** to introduce separate widgets with basic documents for every conference – **DONE**
6. **IPEX GLOSSARY:** the WG submits the proposal for such a Glossary to be put on the IPEX website in English and French for the beginning (maintenance was indicated as a priority topic), after the check by Correspondents
7. **WIDGETS ON THE HOMEPAGE:** “Expiring indicative deadlines” and “New procedures” instead of current 2 columns should be **displayed horizontally** as indicated below – **DONE**

**ANNEXE no. 2** (concerns the chapter II point 2)

**2. Revision of the links collection on NP & EP page and on the Home page, with cross-linkages;**  
 PPP no. 1 (sl. 4-7)

*A complete list of links on NP&EP section. Active links only when there is a change in comparison to current status, new sections/titles of sections in yellow.*

**EU legislative databases**

- EUR-Lex: Access to European Union law
- [Legislative Observatory](#) (European Parliament)
- [European Parliament / Register of Documents – reasoned opinions](#)
- [National Parliament opinions and Commission replies](#) (EC database)
- [Public register of Council documents](#)

- [Official documents](#)
- N-Lex: A common gateway to national law

#### **Interparliamentary cooperation**

- Parliamentary dimension of the Presidency of the EU Council
- COSAC: Conference of Parliamentary Committees for Union Affairs of Parliaments of the European Union
- [EP Relations with National Parliaments](#) / [EP Relations with National Parliaments - the EP VII term, site archived in September 2014](#)
- [Committee of the Regions - Subsidiarity Network](#)
- [PACE: Parliamentary Assembly of the Council of Europe](#)
- IPU: Inter-Parliamentary Union
- [OSCE PA - Organization for Security and Co-operation in Europe Parliamentary Assembly](#)
- [NATO Parliamentary Assembly](#)
- ECPRD: European Centre for Parliamentary Research and Documentation
- ASGP: Association of Secretaries General of Parliaments

#### **EU institutions**

- [European Parliament](#)
- European Council
- Council of the European Union
- European Commission
- Court of Justice of the European Union
- European Central Bank
- European Court of Auditors

#### **EU bodies and selected agencies**

- [European Economic and Social Committee](#)
- [Committee of the Regions](#)
- [European Investment Bank](#)
- European Data Protection Supervisor
- European Ombudsman
- [EUROJUST](#)
- [EUROPOL](#)

#### **Other European institutions**

- Council of Europe
- European Court of Human Rights

#### **USEFUL LINKS** – *on the Home page*

##### **EU institutions**

[European Parliament](#)

[European Council](#)

[Council of the EU](#)

[European Commission](#)

##### **Legislative databases**

[EUR-Lex](#)

[Legislative Observatory](#)

[N-Lex](#)

##### **Interparliamentary cooperation**

[Parliamentary dimension of the EU Council Presidency](#)

[COSAC](#)

[ECPRD](#)

**See all the links** (*Link to the links on NP & EP page*)




**ANNEX no. 3** (concerns the chapter III, point 3.1. - proposal for definitions)

### **3. Search in IPEX**

**3.1. Search in IPEX** – see PPP no. 2, sl. 2-9.

**At the 3rd meeting, in Luxembourg, the WG adopted definitions of 3 search terms used currently in the database**

**Definitions of 3 “search types” in IPEX** (IPEX records) in the left menu: *document, dossier, scrutiny* page – see PPP no. 2, sl. 9:

-  **Document** refers to a single document regardless of whether it is part of an interinstitutional procedure.
-  **Dossier** may contain a single document which is not subject to any procedure or multiple documents, including in procedures with more than one legislative proposal.
-  **Scrutiny** page contains information on NP scrutiny results uploaded by NP for a given *dossier*. Every *scrutiny* page is connected to a *dossier* (not to a *document*).

**There is on the table a proposal for 8 definitions** of terms from the main search form (PPP no. 2, sl. 8); **it was agreed** that the proposed definitions are a **good starting point for debate**:

- **Year** - year of procedure and/or year of document within a procedure
- **Subject to deadline** - search term allowing for retrieval of dossiers with a deadline expiring during a chosen time span. Regardless of number of documents subject to deadline in the dossier, only one deadline per dossier is kept in the database (for the last document).
- **NP threshold reached for card** - in the early warning mechanism: yellow card (Art. 7.2 Protocol no. 2) and orange card (Art. 7.3 Protocol no. 2)
- **Reasoned opinion** - RO allows for retrieving national scrutiny pages with RO(s) (Art. 6 Protocol no. 2) ascribed by NP to a document and linked to a dossier. Statistics on RO(s) in dossier containing more than one legislative proposal need additional checking.
- **Political Dialogue** – PD allows for retrieving national scrutiny pages with opinion(s) in PD (no Treaty basis).
- **Veto** - it allows for retrieving national scrutiny pages with an opposition, notified by virtue of Articles 48.7 TEU or 81.3 TFEU
- **Important information to exchange** - defined by every NP, see NPs section
- **Transmitted by NP from** - the term allows for retrieving national scrutiny pages with documents with a symbol and a transmission date in a given time span (statistics on documents included in dossiers).

**ANNEX no. 4** (concerns chapter III, point 5.2.)

***The issue of hosting on IPEX all websites of the EU Council Presidency parliamentary dimensions is reported in IPEX documents as follows:***

***CS minutes 24.04.14*** (point 5 “Any other business”)

“Ms RAULINAITYTĖ suggested that **IPEX could host the websites of national Parliaments of the Presidencies of the Council of the EU** in order for the relevant information to remain within public reach. It was decided that the proposal should be referred to the Board for further discussion.”

***Board Conclusions, 25. 04. 14*** (point 7 “Any other business”)

“Ms RAULINAITYTĖ then presented a proposal by the Lithuanian Seimas to consider a possibility to transfer the information of the parliamentary dimension of the Presidencies of the Council of the EU hosted by national Parliaments to the IPEX website. The Board entrusted the CS to explore different possibilities and to discuss this proposal at the next CS meeting.”